

## **TABLES OUTLINING CONDITIONS FOR REPORTING**

# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *ESTATES & TRUSTS*

NEW FILINGS (Including Wills)	
CASE TYPE CODE	CONDITIONS
<b>DA</b> (Supervised Administration)	<b>PC 559</b> (Petition for Probate and/or Appointment of PR), <i>with request for supervised administration</i> (check box 17 checked), filed
<b>DE</b> (Unsupervised Administration)	<b>PC 558</b> (Application for Informal Probate and/or Appointment of PR) filed <b>or</b> <b>PC 559</b> (Petition for Probate and/or Appointment of PR), <i>without request for supervised administration</i> (check box 17 not checked), filed
<b>DH</b> (Determination of Heirs, Separate Proceeding)	<b>PC 553</b> (Petition to Determine Heirs, Separate Proceedings) filed
<b>PE</b> (Small Estates)	<b>PC 556</b> (Petition and Order for Assignment) filed
<b>TT</b> (Testamentary Trusts)	<b>Any petition</b> regarding a testamentary trust (e.g., petition for appointment of trustee) filed with the court (even if an earlier petition regarding the same trust had been filed and disposed of)
<b>TV</b> (Inter Vivos Trusts)	<b>Any petition</b> regarding an inter vivos trust (e.g., petition for appointment of successor trustee) filed with the court (even if an earlier petition regarding the same trust had been filed and disposed of)
<b>TR</b> (Trust Registration)	<b>PC 610</b> (Registration of Trust) filed
<b>Wills</b>	<b>Will filed for safekeeping</b> <b>or</b> Will brought in to court <b>after the death of the testator</b> with no estate case open
<b>NOTE:</b> For all of the above case types where change of venue is a possibility, there are general change-of-venue new filing conditions	<b>PC 608</b> (Order for Change of Venue) or <b>MC 316</b> (Order for Change of Venue) received and filed <i>prior to disposition of original petition</i>

# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *ESTATES & TRUSTS*

REOPENED CASES	
CASE TYPE CODE	CONDITIONS
<b>DA</b> (Supervised Administration)	<b>PC 607</b> (Application/Petition to Reopen) filed in relation to closed DA case (even if administration of the reopened estate is unsupervised)
<b>DE</b> (Unsupervised Administration)	<p><b>PC 607</b> (Application/Petition to Reopen) filed in relation to closed DE case (even if administration of the reopened estate ends up being supervised, and even if the earlier administration was handled informally)</p> <p><b>or</b></p> <p><i>If the earlier DE case requested no PR appointment (and no PR was appointed), and either <b>PC 558</b> (Application for Informal Probate and/or Appointment of PR) or <b>PC 559</b> (Petition for Probate and/or Appointment of PR) is filed</i></p>
<b>DH</b> (Determination of Heirs, Separate Proceeding)	N/A
<b>PE</b> (Small Estates)	<b>Amended PC 556</b> (Petition and Order for Assignment) filed (perhaps because new assets were found) after disposition of initial petition
<b>TT</b> (Testamentary Trusts)	N/A
<b>TV</b> (Inter Vivos Trusts)	N/A
<b>TR</b> (Trust Registration)	N/A

# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *ESTATES & TRUSTS*

TOTAL OPEN CASES	
CASE TYPE CODE	CONDITIONS
<b>DA</b> (Supervised Administration)	<p><b>PC 559</b> (Petition for Probate and/or Appointment of PR), <i>with request for supervised administration</i> (check box 17 checked), pending</p> <p><b>or</b></p> <p><b>PC 607</b> (Petition to Reopen) pending</p> <p><b>or</b></p> <p>There is <b>an estate under supervised administration</b> which has not been transferred, has not been administratively closed, and has at least one undischarged PR</p>
<b>DE</b> (Unsupervised Administration)	<p><b>PC 558</b> (Application for Informal Probate and/or Appointment of PR) pending <b>or</b></p> <p><b>PC 559</b> (Petition for Probate and/or Appointment of PR), <i>without request for supervised administration</i> (check box 17 not checked), pending</p> <p><b>or</b></p> <p><b>PC 607</b> (Petition/Application to Reopen) pending</p> <p><b>or</b></p> <p>There is <b>an estate under unsupervised administration</b> which has not been transferred, has not been administratively closed, and has at least one PR who neither is discharged nor has received a certificate of completion</p>
<b>PE</b> (Small Estates)	<b>PC 556</b> (Petition and Order for Assignment) pending, whether original or amended
<b>TT</b> (Testamentary Trusts)	<p><b>Any petition</b> regarding a testamentary trust pending</p> <p><b>or</b></p> <p><i>In cases of supervised trusts</i>, there is a <b>supervised trust</b> which has not been transferred and an order terminating court supervision has not been entered</p>
<b>TV</b> (Inter Vivos Trusts)	<p><b>Any petition</b> regarding an inter vivos trust (e.g., petition for appointment of successor trustee) pending</p> <p><b>or</b></p> <p><i>In cases of supervised trusts</i>, there is a <b>supervised trust</b> which has not been transferred and an order terminating court supervision has not been entered</p>

# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *ESTATES & TRUSTS*

DA DISPOSITIONS	
TYPE	CONDITION
Granted	<b>PC 569</b> (Order of Formal Proceedings) entered, <i>with estate administration ordered to be supervised</i> (check box 11 checked)
Order Determining Testacy/Heirs	N/A
Denied	<b>PC 609</b> (Order), or other order, entered denying the petition based on the lack of a legally necessary finding
Transferred	<b>PC 608</b> (Petition and Order to Change Venue) or <b>MC 316</b> (Order for Change of Venue) entered ordering the case transferred to another Michigan court prior to the court entering any substantive disposition on the initial petition
Withdrawn/Dismissed	<b>PC 609</b> (Order), or other order, entered dismissing the case, either based on the petitioner's desire to withdraw the petition, or based on the court's finding of lack of progress
Case Type Change  <i>[Note: A "case type change" disposition must be followed by the proper "new filing" entry and an appropriate disposition for that filing.]</i>	<b>PC 569</b> (Order of Formal Proceedings) entered, <i>with a PR appointed</i> (check box 12 checked) <i>but with the petition for supervised administration denied</i> (check box 13 checked) {Change to DE} <b>or</b> <b>Correction</b> of data entry error

# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *ESTATES & TRUSTS*

DE DISPOSITIONS	
TYPE	CONDITION
Granted	<p><b>PC 568</b> (Register's Statement) entered, <i>indicating the will is admitted</i> (check box 4 checked) <i>and/or the PR is appointed</i> (check box 5 checked) {Disposition of PC 558}</p> <p><b>or</b></p> <p><b>PC 569</b> (Order of Formal Proceedings) entered, <i>with supervised administration neither ordered nor denied</i> (neither check box 11 or 13 checked) {Disposition of PC 559}</p>
Order Determining Testacy/Heirs	<p><b>PC 569</b> (Order of Formal Proceedings) entered, <i>with a determination that the decedent died intestate</i> (check box 9 checked) <i>or that the will is admitted</i> (check box 10 checked) <i>and/or a determination of the decedent's heirs</i> (check box 14 checked), <i>but with no other check box order</i> (none of check boxes 10-13 checked) {Only possible in disposing of PC 559}</p>
Denied	<p><b>PC 568</b> (Register's Statement) entered, <i>indicating the application is denied</i> (check box 6 checked)</p> <p><b>or</b></p> <p><b>PC 609</b> (Order), or other order, entered denying the petition based on the lack of a legally necessary finding</p>
Transferred	<p><b>PC 608</b> (Petition and Order to Change Venue) or <b>MC 316</b> (Order for Change of Venue) entered ordering the case transferred to another Michigan court prior to the court entering any substantive disposition on the initial petition</p>
Withdrawn/Dismissed	<p><b>PC 609</b> (Order), or other order, entered dismissing the case, either based on the petitioner's desire to withdraw the petition, or based on the court's finding of lack of progress</p>
<p>Case Type Change</p> <p><i>[Note: A "case type change" disposition must be followed by the proper "new filing" entry and an appropriate disposition for that filing.]</i></p>	<p><b>PC 569</b> (Order of Formal Proceedings) entered, <i>with estate administration ordered to be supervised</i> (check box 11 checked) {Change to DA}</p> <p><b>or</b></p> <p><b>Correction</b> of data entry error</p>

# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *ESTATES & TRUSTS*

DH DISPOSITIONS	
TYPE	CONDITION
Granted	N/A
Order Determining Testacy/Heirs	<b>PC 554</b> (Order Determining Heirs, Separate Proceedings) entered
Denied	<b>PC 609</b> (Order), or other order, entered denying the petition based on the lack of a legally necessary finding
Transferred	N/A
Withdrawn/Dismissed	<b>PC 609</b> (Order), or other order, entered dismissing the case, either based on the petitioner's desire to withdraw the petition, or based on the court's finding of lack of progress
Case Type Change	N/A

# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *ESTATES & TRUSTS*

PE DISPOSITIONS	
TYPE	CONDITION
Granted	<b>PC 556</b> (Petition and Order for Assignment) entered ordering assignment of assets
Order Determining Testacy/Heirs	N/A
Denied	<b>PC 609</b> (Order), or other order, entered denying the petition based on the lack of a legally necessary finding
Transferred	N/A
Withdrawn/Dismissed	<b>PC 609</b> (Order), or other order, entered dismissing the case, either based on the petitioner's desire to withdraw the petition, or based on the court's finding of lack of progress
Case Type Change	N/A



# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *ESTATES & TRUSTS*

TT DISPOSITIONS	
TYPE	CONDITION
Granted	<b>PC 609</b> (Order), or other order, granting petition's request (either in original or amended form)
Order Determining Testacy/Heirs	N/A
Denied	<b>PC 609</b> (Order), or other order, entered denying the petition based on the lack of a legally necessary finding
Transferred	<b>PC 608</b> (Petition and Order to Change Venue) or <b>MC 316</b> (Order for Change of Venue) entered ordering the case transferred to another Michigan court prior to the court entering any substantive disposition on the initial petition
Withdrawn/Dismissed	<b>PC 609</b> (Order), or other order, entered dismissing the case, either based on the petitioner's desire to withdraw the petition, or based on the court's finding of lack of progress
Case Type Change	N/A

# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *ESTATES & TRUSTS*

TV DISPOSITIONS	
TYPE	CONDITION
Granted	<b>PC 609</b> (Order), or other order, entered granting the petitioner's request (either in original or amended form)
Order Determining Testacy/Heirs	N/A
Denied	<b>PC 609</b> (Order), or other order, entered denying the petition based on the lack of a legally necessary finding
Transferred	<b>PC 608</b> (Petition and Order to Change Venue) or <b>MC 316</b> (Order for Change of Venue) entered ordering the case transferred to another Michigan court prior to the court entering any substantive disposition on the initial petition
Withdrawn/Dismissed	<b>PC 609</b> (Order), or other order, entered dismissing the case, either based on the petitioner's desire to withdraw the petition, or based on the court's finding of lack of progress
Case Type Change	N/A

# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *ESTATES & TRUSTS*

CASE CLOSURE	
CASE TYPE CODE	CONDITION
<b>DA</b> (Supervised Administration) <b>DE</b> (Unsupervised Administration)	<b>Administratively Closed: PC 599</b> (Memorandum of Administrative Closing) issued, indicating the case file is closed for administrative purposes (check box 4a checked)
	<b>Cases Closed: PC 597</b> (Order of Discharge) entered, indicating that the estate is closed (relevant check box at 4 checked) <b>or</b> <b>PC 592</b> (Certificate of Completion) issued ( <i>only possible for DE cases</i> ) <b>or</b> <b>PC 608</b> (Order for Change of Venue) issued after disposition of original petition <b>or</b> <b>Upon disposition of original petition</b> when the disposition is one of the following: <ul style="list-style-type: none"> <li>• Order Determining Testacy/Heirs</li> <li>• Denied</li> <li>• Transferred</li> <li>• Withdrawn/Dismissed</li> <li>• Case Type Change</li> </ul>
<b>TT</b> (Testamentary Trusts) <b>TV</b> (Inter Vivos Trusts)	<b>Administratively Closed: PC 599</b> (Memorandum of Administrative Closing) issued, indicating the case file is closed for administrative purposes (check box 4a checked)
	<b>Cases Closed: Upon disposition of original petition</b> if it does not result in supervision of a trust <b>or</b> <i>In cases of supervised trusts</i> , when an <b>order terminating court supervision</b> is entered

# **NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS**

## ***ESTATES & TRUSTS***

<b>ESTATES UNDER SUPERVISED ADMINISTRATION</b>	
<b>TOTAL COUNT</b>	<b>CONDITIONS</b>
Decedents' estates cases under supervised administration at some point during the year	Cases with an order for supervised administration open at some point during the year, including those cases which became supervised at some point after the disposition of the initial petition (based upon disposition of PC 560 (Petition for Supervised Administration After Previous Adjudication))

# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *CIVIL & OTHER MATTERS*

NEW FILINGS	
CASE TYPE CODE	CONDITIONS
<b>CZ</b> (Civil)	<b>MC 01</b> (Summons and Complaint) is filed <b>or</b> <b>MC 35</b> (Complaint, Claim & Delivery) filed
<b>BR</b> (Delayed Registration of Foreign Birth) [MCL 333.2830]	<b>PCA 350</b> (Motion and Order for Delayed Registration of Foreign Birth)
<b>ML</b> (Miscellaneous Matters)	
• Appeal of Denial of Delayed Certificate of In-State Birth [MCL 333.2828]	<b>Appeal</b> filed in relation to DCH denial of someone's application for a delayed certificate of in-state birth
• Death by Accident or Disaster [MCL 700.1208]	<b>PC 549</b> (Petition to Establish Death of Accident or Disaster Victim) filed
• Filing of Letters by Foreign PR [MCL 700.4203]	<b>Letters of authority</b> from another U.S. state submitted for filing
• Kidney Transplants [MCL 700.5105]	<b>Petition</b> to allow a minor 14 or older to donate a kidney filed
• Lost Instruments [MCL 565.321]	<b>Application</b> for an order to record a duly certified transcript of a deed or mortgage affecting title to real estate in two or more counties
• Opening of Safe Deposit Box [MCL 700.2517]	<b>PC 551</b> (Petition and Order to Open Safe Deposit Box, etc.) filed
• Review of Adoption Subsidy [MCL 400.115k]	<b>Appeal</b> of FIA adoption subsidy determination filed
• Review of Drain Commission [MCL 280.1, et. seq.]	<b>Appeal</b> of board of determination order filed <b>or</b> Drain Commissioner <b>application</b> for appointment of special commissioners filed
• Review of Mental Health Financial Liability [MCL 330.1836]	<b>Appeal</b> filed asking for review of Community Mental Health redetermination of mental health financial liability

## NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

NEW FILINGS	
CASE TYPE CODE	CONDITIONS
• Secret Marriage Licenses [MCL 551.201]	<b>Application</b> seeking marriage without publicity or marriage nunc pro tunc filed
• Substance Abuse Treatment of Minor [MCL 333.6124]	<b>PC 611</b> (Petition for Substance Abuse Treatment & Rehabilitative Services) filed
• Support of Poor Persons [MCL 401.3]	<b>Application</b> filed by local FIA asking for an order to compel relief from a relative of the poor person
• Uniform Gift to Minors Act	<b>Any petition</b> regarding an existing UGMA arrangement (e.g., petition for appointment of successor custodian) filed
• Other Possibilities (must count as <b>a matter filed with the probate court for judicial or administrative action</b> ) <ul style="list-style-type: none"> <li>• Demand for Notice (w/o estate open) [MCL 700.3205]</li> <li>• Request for Notice (w/o guardianship open) [MCL 700.5104]</li> <li>• Disclaimer (w/o estate open) [MCL 700.2906]</li> <li>• Action on personal property affidavit [MCL 700.3984] ?</li> </ul>	<b>PC 555</b> (Demand for Notice) filed with no relevant estate case open <b>PC 624</b> (Request for Notice) filed with no relevant guardianship case open  <b>Disclaimer of property</b> filed with no estate case open  <b>Action</b> filed alleging wrongful denial of personal property upon presentation of affidavit
<b>NOTE:</b> For all of the above case types where change of venue is a possibility, there are general change-of-venue new filing conditions	<b>PC 608</b> (Order for Change of Venue) or <b>MC 316</b> (Order for Change of Venue) received and filed <i>prior to disposition of original petition</i>

# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *CIVIL & OTHER MATTERS*

REOPENED CASES	
CASE TYPE CODE	CONDITIONS
<b>CZ</b> (Civil)	Order entered <b>setting aside a judgment</b> <b>or</b> Order entered <b>setting aside a settlement agreement</b> <b>or</b> <b>Judgment notwithstanding the verdict</b> is entered (except when entered directly upon return of the jury verdict) <b>or</b> Order entered <b>setting aside a stay</b> in the case <b>or</b> Order entered <b>setting aside a default entry</b> for no answer <b>or</b> Order entered <b>reinstating</b> the case after a dismissal <b>or</b> Case <b>remanded</b> or returned from another court
<b>ML</b> (Miscellaneous Matters)	N/A

# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *CIVIL & OTHER MATTERS*

CZ DISPOSITIONS	
TYPE	CONDITIONS
Jury Verdict	Dispositional order indicates that <b>verdict was by jury</b> (and such verdict was neither amended nor overturned by the judge)
Bench Verdict	Dispositional order indicates that <b>verdict was by judge</b> (in jury cases, count here when judge either grants directed verdict or enters judgment notwithstanding jury verdict)
Uncontested/Default/Settled/ Summary Disposition	Dispositional order indicates either <ul style="list-style-type: none"> <li>• <b>default</b> for no answer or other failure</li> <li>• <b>consent judgment</b> (including through ADR)</li> <li>• acceptance of out-of-court <b>settlement</b></li> <li>• <b>summary disposition</b></li> </ul>
Transferred	<b>PC 608</b> (Petition and Order to Change Venue) or <b>MC 316</b> (Order for Change of Venue) entered ordering the case transferred to another Michigan court prior to the court entering any substantive disposition on the initial petition
Dismissed by Party	<b>MC 09</b> (Dismissal) filed
Dismissed by Court	<b>MC 09a</b> (Dismissal; Non Service / No Progress) filed, based on either <ul style="list-style-type: none"> <li>• lack of service or no progress</li> <li>• plaintiff's failure to state a claim</li> <li>• payment of award related to case evaluation</li> </ul>
Inactive Status	<b>MC 300</b> (Order for Administrative Closing Due to Bankruptcy Stay), or <b>any other order staying the case</b> (except for interlocutory appeal), filed
Other Disposition	<b>Any disposition</b> not otherwise provided for above



# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *CIVIL & OTHER MATTERS*

ML DISPOSITIONS (In General)	
<p><b>Granted: PC 609</b> (Order), or some other order, entered granting the petition (either in original or amended form)</p> <p><b>Denied: PC 609</b> (Order), or other order, entered denying the petition/application/appeal based on the lack of a legally necessary finding</p> <p><b>Transferred: PC 608</b> (Petition and Order to Change Venue) or <b>MC 316</b> (Order for Change of Venue) entered ordering the case transferred to another Michigan court prior to the court entering any substantive disposition on the initial petition</p> <p><b>Withdrawn/Dismissed: PC 609</b> (Order), or other order, entered dismissing the case, either based on the petitioner's desire to withdraw the petition, or based on the court's finding of lack of progress</p>	
SPECIFIC ML CASE DISPOSITIONS	
ML CASE TYPE	CONDITIONS
<ul style="list-style-type: none"> <li>• Death by Accident or Disaster [MCL 700.1208]</li> </ul>	<p><b>Granted: PC 550</b> (Order Establishing Death of Accident or Disaster Victim) entered</p>
<ul style="list-style-type: none"> <li>• Filing of Letters by Foreign PR [MCL 700.4203]</li> </ul>	<p><b>Granted:</b> Letters filed  <b>Denied:</b> N/A  <b>Transferred:</b> N/A  <b>Withdrawn/Dismissed:</b> N/A</p>
<ul style="list-style-type: none"> <li>• Opening of Safe Deposit Box [MCL 700.2517]</li> </ul>	<p><b>Granted: PC 551</b> (Petition and Order to Open Safe Deposit Box to Locate Will or Burial Deed) entered ordering lessor to permit inspect of safe deposit box</p>
<ul style="list-style-type: none"> <li>• Substance Abuse Treatment of Minor [MCL 333.6124]</li> </ul>	<p><b>Granted: PC 612</b> (Order Following Hearing on Petition for Substance Abuse Treatment) entered ordering that the minor may receive substance abuse treatment (check box 6 or 7 checked)</p> <p><b>Denied: PC 612</b> (Order Following Hearing on Petition for Substance Abuse Treatment) entered ordering that the petition is dismissed (check box 8 checked)</p>

## NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

SPECIFIC ML CASE DISPOSITIONS	
ML CASE TYPE	CONDITIONS
<ul style="list-style-type: none"> <li>• Other Possibilities               <ul style="list-style-type: none"> <li>• Demand for Notice (w/o estate open) [MCL 700.3205]</li> <li>• Request for Notice (w/o guardianship open) [MCL 700.5104]</li> <li>• Disclaimer (w/o estate open) [MCL 700.2906]</li> </ul> </li> </ul>	<p><b>Granted:</b> Document filed</p> <p><b>Denied:</b> N/A</p> <p><b>Transferred:</b> N/A</p> <p><b>Withdrawn/Dismissed:</b> N/A</p>

# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## ***GUARDIANSHIPS & CONSERVATORSHIPS***

<b>NEW FILINGS</b>	
<b>CASE TYPE CODE</b>	<b>CONDITIONS</b>
<b>CA</b> (Adult Conservatorship)	<b>PC 639</b> (Petition for Appointment of Conservator and/or Protective Order) filed, <i>indicating that it concerns an adult</i> (check box at 5a. or 5b. is checked) <i>and that appointment of a conservator is sought</i> (checkbox at 13 is checked)
<b>CY</b> (Minor Conservatorship)	<b>PC 639</b> (Petition for Appointment of Conservator and/or Protective Order) filed, <i>indicating that it concerns a minor</i> (check box at 5c. is checked) <i>and that appointment of a conservator is sought</i> (checkbox at 13 is checked)
<b>DD</b> (DDI Guardianship)	<b>PC 658</b> (Petition for Appointment of Guardian, Individual with Developmental Disability) filed
<b>GA</b> (Adult Guardianship)	<b>PC 625</b> (Petition for Appointment of Guardian of Incapacitated Individual) filed, <i>and a full guardian is sought</i> (“full guardian” check box at 12 is checked)
<b>GL</b> (Limited Guardianship of Adult)	<b>PC 625</b> (Petition for Appointment of Guardian of Incapacitated Individual) filed, <i>and a limited guardian is sought</i> (“limited guardian” check box at 12 is checked)
<b>GM</b> (Minor Guardianship)	<b>PC 651</b> (Petition for Appointment of Guardian of Minor) filed
<b>LG</b> (Limited Guardianship of Minor)	<b>PC 650</b> (Petition for Appointment of Limited Guardian of Minor) filed
<b>PO</b> (Protective Order)	<b>PC 639</b> (Petition for Appointment of Conservator and/or Protective Order) filed, <i>indicating that the appointment of a conservator is not sought</i> (check box 13 is not checked) <i>and that a protective order (for an adult or for a minor) is sought</i> (check box 15 is checked)
<b>NOTE:</b> For all of the above case types where change of venue is a possibility, there are general change-of-venue new filing conditions	<b>PC 608</b> (Order for Change of Venue) or <b>MC 316</b> (Order for Change of Venue) received and filed <i>prior to disposition of original petition</i>

# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *GUARDIANSHIPS & CONSERVATORSHIPS*

GUARDIANSHIPS/CONSERVATORSHIPS IN THE SYSTEM	
CASE TYPE CODE	CONDITIONS
<b>CA</b> (Adult Conservatorship)	There is <b>a case</b> which has not been transferred and which has at least one undischarged fiduciary
<b>CY</b> (Minor Conservatorship)	
<b>DD</b> (DDI Guardianship)	
<b>GA</b> (Adult Guardianship)	
<b>GL</b> (Limited Guardianship of Adult)	
<b>GM</b> (Minor Guardianship)	
<b>LG</b> (Limited Guardianship of Minor)	
<b>PO</b> (Protective Order)	N/A

# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *GUARDIANSHIPS & CONSERVATORSHIPS*

CA DISPOSITIONS	
TYPE	CONDITIONS
Granted	<b>PC 640</b> (Order Regarding Appointment of Conservator) entered, <i>indicating it is for an adult</i> (check box 3 or 4 checked) <i>and that a conservator is appointed</i> (check box 9 checked)
Denied	<b>PC 640</b> (Order Regarding Appointment of Conservator), or other order, entered <i>denying the petition based on the lack of a legally necessary finding</i> (see check box 8)
Transferred	<b>PC 608</b> (Petition and Order to Change Venue) or <b>MC 316</b> (Order for Change of Venue) entered ordering the case transferred to another Michigan court prior to the court entering any substantive disposition on the initial petition
Withdrawn/Dismissed	<b>PC 640</b> (Order Regarding Appointment of Conservator), or other order, entered <i>dismissing the case, either based on the petitioner's desire to withdraw the petition, or based on the court's finding of lack of progress</i> (see check box 8)
Case Type Change  <i>[Note: A "case type change" disposition must be followed by the proper "new filing" entry and an appropriate disposition for that filing.]</i>	<b>PC 644</b> (Protective Order) entered { <i>Change to PO</i> } <b>or</b> <b>Correction</b> of data entry error

# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *GUARDIANSHIPS & CONSERVATORSHIPS*

CY DISPOSITIONS	
TYPE	CONDITIONS
Granted	<b>PC 640</b> (Order Regarding Appointment of Conservator) entered, <i>indicating it is for a minor</i> (check box 5 checked) <i>and that a conservator is appointed</i> (check box 9 checked)
Denied	<b>PC 640</b> (Order Regarding Appointment of Conservator), or other order, entered <i>denying the petition based on the lack of a legally necessary finding</i> (see check box 8)
Transferred	<b>PC 608</b> (Petition and Order to Change Venue) or <b>MC 316</b> (Order for Change of Venue) entered ordering the case transferred to another Michigan court prior to the court entering any substantive disposition on the initial petition
Withdrawn/Dismissed	<b>PC 640</b> (Order Regarding Appointment of Conservator), or other order, entered <i>dismissing the case, either based on the petitioner's desire to withdraw the petition, or based on the court's finding of lack of progress</i> (see check box 8)
Case Type Change  <i>[Note: A "case type change" disposition must be followed by the proper "new filing" entry and an appropriate disposition for that filing.]</i>	<b>PC 644</b> (Protective Order) entered { <i>Change to PO</i> } <b>or</b> <b>Correction</b> of data entry error

# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *GUARDIANSHIPS & CONSERVATORSHIPS*

DD DISPOSITIONS	
TYPE	CONDITIONS
Granted	<b>PC 660</b> (Order Appointing Guardian for Individual with a Developmental Disability) entered
Denied	<b>PC 609</b> (Order), or other order, entered denying the petition based on the lack of a legally necessary finding
Transferred	<b>PC 608</b> (Petition and Order to Change Venue) or <b>MC 316</b> (Order for Change of Venue) entered ordering the case transferred to another Michigan court prior to the court entering any substantive disposition on the initial petition
Withdrawn/Dismissed	<b>PC 609</b> (Order), or other order, entered dismissing the case, either based on the petitioner's desire to withdraw the petition, or based on the court's finding of lack of progress
Case Type Change  <i>[Note: A "case type change" disposition must be followed by the proper "new filing" entry and an appropriate disposition for that filing.]</i>	<b>Correction</b> of data entry error

# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *GUARDIANSHIPS & CONSERVATORSHIPS*

GA DISPOSITIONS	
TYPE	CONDITIONS
Granted	<b>PC 631</b> (Order Regarding Appointment of Guardian of Incapacitated Individual) entered, <i>indicating that a full guardian is appointed</i> (“full” check box at 8 checked) <i>[Do not count entry of PC 632 (Order Appointing Temporary Guardian of Incapacitated Individual)]</i>
Denied	<b>PC 631</b> (Order Regarding Appointment of Guardian of Incapacitated Individual), or other order, entered <i>denying the petition based on the lack of a legally necessary finding</i> (see check box 7)
Transferred	<b>PC 608</b> (Petition and Order to Change Venue) or <b>MC 316</b> (Order for Change of Venue) entered ordering the case transferred to another Michigan court prior to the court entering any substantive disposition on the initial petition
Withdrawn/Dismissed	<b>PC 631</b> (Order Regarding Appointment of Guardian of Incapacitated Individual), or other order, entered <i>dismissing the case, either based on the petitioner’s desire to withdraw the petition, or based on the court’s finding of lack of progress</i> (see check box 7)
Case Type Change  <i>[Note: A “case type change” disposition must be followed by the proper “new filing” entry and an appropriate disposition for that filing.]</i>	<b>PC 631</b> (Order Regarding Appointment of Guardian of Incapacitated Individual) entered, <i>indicating that a limited guardian is appointed</i> (“limited” check box at 8 checked) <i>{Change to GL}</i> <b>or</b> <b>Correction</b> of data entry error



# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *GUARDIANSHIPS & CONSERVATORSHIPS*

GL DISPOSITIONS	
TYPE	CONDITIONS
Granted	<b>PC 631</b> (Order Appointing Guardian of Incapacitated Individual) entered, <i>indicating that a limited guardian is appointed</i> (“limited” check box at 8 checked)
Denied	<b>PC 631</b> (Order Regarding Appointment of Guardian of Incapacitated Individual), or other order, entered <i>denying the petition based on the lack of a legally necessary finding</i> (see check box 7)
Transferred	<b>PC 608</b> (Petition and Order to Change Venue) or <b>MC 316</b> (Order for Change of Venue) entered ordering the case transferred to another Michigan court prior to the court entering any substantive disposition on the initial petition
Withdrawn/Dismissed	<b>PC 631</b> (Order Regarding Appointment of Guardian of Incapacitated Individual), or other order, entered <i>dismissing the case, either based on the petitioner’s desire to withdraw the petition, or based on the court’s finding of lack of progress</i> (see check box 7)
Case Type Change  <i>[Note: A “case type change” disposition must be followed by the proper “new filing” entry and an appropriate disposition for that filing.]</i>	<b>PC 631</b> (Order Appointing Guardian of Incapacitated Individual) entered, <i>indicating that a full guardian is appointed</i> (“full” check box at 8 checked) <b>or</b> <b>Correction</b> of data entry error

# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *GUARDIANSHIPS & CONSERVATORSHIPS*

GM DISPOSITIONS	
TYPE	CONDITIONS
Granted	<b>PC 653</b> (Order Appointing Guardian/Limited Guardian of a Minor) entered, <i>indicating that a full guardian is appointed</i> (“full” check box at 7 checked)
Denied	<b>PC 609</b> (Order), or other order, entered denying the petition based on the lack of a legally necessary finding
Transferred	<b>PC 608</b> (Petition and Order to Change Venue) or <b>MC 316</b> (Order for Change of Venue) entered ordering the case transferred to another Michigan court prior to the court entering any substantive disposition on the initial petition
Withdrawn/Dismissed	<b>PC 609</b> (Order), or other order, entered dismissing the case, either based on the petitioner’s desire to withdraw the petition, or based on the court’s finding of lack of progress
Case Type Change  <i>[Note: A “case type change” disposition must be followed by the proper “new filing” entry and an appropriate disposition for that filing.]</i>	<b>Correction</b> of data entry error

# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *GUARDIANSHIPS & CONSERVATORSHIPS*

LG DISPOSITIONS	
TYPE	CONDITIONS
Granted	<b>PC 653</b> (Order Appointing Guardian/Limited Guardian of a Minor) entered, <i>indicating that a limited guardian is appointed</i> (“limited” check box at 7 checked)
Denied	<b>PC 609</b> (Order), or other order, entered denying the petition based on the lack of a legally necessary finding
Transferred	<b>PC 608</b> (Petition and Order to Change Venue) or <b>MC 316</b> (Order for Change of Venue) entered ordering the case transferred to another Michigan court prior to the court entering any substantive disposition on the initial petition
Withdrawn/Dismissed	<b>PC 609</b> (Order), or other order, entered dismissing the case, either based on the petitioner’s desire to withdraw the petition, or based on the court’s finding of lack of progress
Case Type Change  <i>[Note: A “case type change” disposition must be followed by the proper “new filing” entry and an appropriate disposition for that filing.]</i>	<b>Correction</b> of data entry error

# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *GUARDIANSHIPS & CONSERVATORSHIPS*

PO DISPOSITIONS	
TYPE	CONDITIONS
Granted	<b>PC 644</b> (Protective Order) entered
Denied	<b>PC 609</b> (Order), or other order, entered denying the petition based on the lack of a legally necessary finding
Transferred	<b>PC 608</b> (Petition and Order to Change Venue) or <b>MC 316</b> (Order for Change of Venue) entered ordering the case transferred to another Michigan court prior to the court entering any substantive disposition on the initial petition
Withdrawn/Dismissed	<b>PC 609</b> (Order), or other order, entered dismissing the case, either based on the petitioner's desire to withdraw the petition, or based on the court's finding of lack of progress
Case Type Change  <i>[Note: A "case type change" disposition must be followed by the proper "new filing" entry and an appropriate disposition for that filing.]</i>	<b>PC 640</b> (Order Appointing Conservator) entered { <i>Change to CA or CY</i> } <b>or</b> <b>Correction</b> of data entry error

# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *GUARDIANSHIPS & CONSERVATORSHIPS*

CASE CLOSURE	
CASE TYPE CODE	CONDITIONS
CA (Adult Conservatorship)	<p><b>Administratively Closed: PC 599</b> (Memorandum of Administrative Closing) issued, <i>indicating the case file is closed for administrative purposes</i> (check box 4a checked)</p> <p><b>Out of System: PC 597</b> (Order of Discharge) entered, <i>indicating that the matter is closed</i> (relevant check box at 4 checked)</p> <p><b>or</b></p> <p><i>For guardianships, PC 605</i> (Order Regarding Appointment of Fiduciary) entered, <i>indicating that the guardian is discharged and the case is closed</i> (appropriate check boxes at 8 checked)</p> <p><b>or</b></p> <p><b>PC 608</b> (Order for Change of Venue) issued after disposition of original petition</p> <p><b>or</b></p> <p><b>Upon disposition of original petition</b> when the disposition is one of the following:</p> <ul style="list-style-type: none"> <li>• Denied</li> <li>• Transferred</li> <li>• Withdrawn/Dismissed</li> <li>• Case Type Change</li> </ul> <p><b>or</b></p> <p>When a <b>necessary condition of the guardianship or conservatorship no longer holds</b> (e.g., minor reaches majority, or ward dies)</p>
CY (Minor Conservatorship)	
DD (DDI Guardianship)	
GA (Adult Guardianship)	
GL (Limited Guardianship of Adult)	
GM (Minor Guardianship)	
LG (Limited Guardianship of Minor)	

# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *INVOLUNTARY COMMITMENTS*

<b>NEW FILINGS (Including Certain Supplemental MI Matters)</b>	
<b>CASE TYPE CODE</b>	<b>CONDITIONS</b>
<b>JA</b> (Judicial Admission)	<b>PCM 224</b> (Petition for Judicial Admission) filed <b>or</b> <b>PCM 203</b> (Objection to Administrative Admission, Individual with Developmental Disability) filed
<b>MI</b> (Mental Illness)	<b>PCM 201</b> (Petition/Application For Hospitalization) filed <b>or</b> <b>PCM 202</b> (Objection to Hospitalization of a Minor) filed <b>or</b> <b>PCM 237</b> (Petition for Continued Hospitalization of Minor) filed
Petition for Second Order	<b>PCM 218</b> (Petition for Second or Continuing Treatment Order), <i>indicating the last commitment order was the initial commitment order</i> (“initial” check box at 3 checked), filed
Petition for Continuing Order	<b>PCM 218</b> (Petition for Second or Continuing Treatment Order), <i>indicating the last commitment order was either the second or a continuing commitment order</i> (“second” or “continuing” check box at 3 checked), filed
Supplemental Petitions for Examination	<b>PCM 209</b> (Supplemental Petition to Application for Hospitalization and Order for Examination) filed <b>or</b> <b>PCM 209a</b> (Supplemental Petition for Examination/Hospitalization and Order) filed <b>or</b> <b>PCM 240</b> (Petition and Order to Transport Minor) filed
<b>NOTE:</b> For all of the above case types where change of venue is a possibility, there are general change-of-venue new filing conditions	<b>PC 608</b> (Order for Change of Venue) or <b>MC 316</b> (Order for Change of Venue) received and filed <i>prior to disposition of original petition</i>

# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *INVOLUNTARY COMMITMENTS*

JA DISPOSITIONS	
TYPE	CONDITIONS
Granted	<p><b>PCM 214a</b> (Order Following Hearing on Petition for Judicial Admission) entered, <i>indicating that the subject is to be treated</i> (check box 12 or 13 checked) <i>{Disposition of PCM 224}</i></p> <p><b>or</b></p> <p><b>PCM 205</b> (Order Following Hearing on Objection to Hospitalization by Minor/Administrative Admission) entered, <i>indicating that the court agrees with the objection</i> (“administrative admission” check box at 2 checked and check box 10 checked) <i>{Disposition of PCM 203}</i></p>
Denied	<p><b>PCM 214a</b> (Order Following Hearing on Petition for Judicial Admission) entered, <i>indicating that the subject does not meet the criteria for judicial admission</i> (check box 11 and 14 checked) <i>{Disposition of PCM 224}</i></p> <p><b>or</b></p> <p><b>PCM 205</b> (Order Following Hearing on Objection to Hospitalization by Minor/Administrative Admission) entered, <i>indicating that the court disagrees with the objection because the minor requires treatment</i> (“administrative admission” check box at 2 checked, check box 6 (“is”), 8, or 9 checked, and check box 11 checked) <i>{Disposition of PCM 203}</i></p>
Transferred	<p><b>PC 608</b> (Petition and Order to Change Venue) or <b>MC 316</b> (Order for Change of Venue) entered ordering the case transferred to another Michigan court prior to the court entering any substantive disposition on the initial petition</p>

## NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

JA DISPOSITIONS	
TYPE	CONDITIONS
Withdrawn/Dismissed	<p><b>PCM 214a</b> (Order Following Hearing on Petition for Judicial Admission) entered, <i>indicating that the petition is dismissed for reasons other than a lack of legally required findings</i> (check box 14 checked, but check box 11 not checked) <i>{Disposition of PCM 224}</i></p> <p><b>or</b></p> <p><b>PCM 205</b> (Order Following Hearing on Objection to Hospitalization by Minor/Administrative Admission) entered, <i>indicating that the petition is dismissed for reasons other than a lack of legally required findings</i> (“administrative admission” check box at 2 checked, and check box 11 checked without supporting findings) <i>{Disposition of PCM 203}</i></p> <p><b>or</b></p> <p><b>PC 609</b> (Order), or some other order, entered dismissing the case, either based on the petitioner’s desire to withdraw the petition, or based on the court’s finding of lack of progress</p>
Deferred	N/A
Case Type Change	<b>Correction</b> of data entry error



# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *INVOLUNTARY COMMITMENTS*

MI DISPOSITIONS	
TYPE	CONDITIONS
Granted	<p><b>PCM 214</b> (Initial Order Following Hearing on Petition for Admission) entered, <i>indicating that the subject is to receive treatment</i> (check box 12, 13, or 14 checked) {Disposition of PCM 201}</p> <p><b>or</b></p> <p><b>PCM 205</b> (Order Following Hearing on Objection to Hospitalization by Minor/Administrative Admission) entered, <i>indicating that the court agrees with the objection</i> (“hospitalization” check box at 2 checked and check box 10 checked) {Disposition of PCM 202}</p> <p><b>or</b></p> <p><b>PCM 239</b> (Order Following Hearing on Petition for Continued Hospitalization of Minor) entered, <i>indicating that the minor is to be hospitalized</i> (check box 9 checked) {Disposition of PCM 237}</p>
Denied	<p><b>PCM 214</b> (Initial Order Following Hearing on Petition for Admission) entered, <i>indicating that the subject is not a person requiring treatment</i> (check box 10 and 17 checked) {Disposition of PCM 201}</p> <p><b>or</b></p> <p><b>PCM 205</b> (Order Following Hearing on Objection to Hospitalization by Minor/Administrative Admission) entered, <i>indicating that the court disagrees with the objection because the minor requires treatment</i> (“hospitalization” check box at 2 checked, check box 6(“is”), 8, or 9 checked, and check box 11 checked) {Disposition of PCM 202}</p> <p><b>or</b></p> <p><b>PCM 239</b> (Order Following Hearing on Petition for Continued Hospitalization of Minor) entered, <i>indicating that the minor is to be discharged from the hospital</i> (check box 10 checked) {Disposition of PCM 237}</p>
Transferred	<p><b>PC 608</b> (Petition and Order to Change Venue) or <b>MC 316</b> (Order for Change of Venue) entered ordering the case transferred to another Michigan court prior to the court entering any substantive disposition on the initial petition</p>

## NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

MI DISPOSITIONS	
TYPE	CONDITIONS
Withdrawn/Dismissed	<p><b>PCM 214</b> (Initial Order Following Hearing on Petition for Admission) entered, <i>indicating that the petition is dismissed for reasons other than a lack of legally required findings</i> (check box 17 checked, but check box 10 not checked) <i>{Disposition of PCM 201}</i></p> <p><b>or</b></p> <p><b>PCM 205</b> (Order Following Hearing on Objection to Hospitalization by Minor/Administrative Admission) entered, <i>indicating that the petition is dismissed for reasons other than a lack of legally required findings</i> (“hospitalization” check box at 2 checked, and check box 11 checked without supportive findings) <i>{Disposition of PCM 202}</i></p> <p><b>or</b></p> <p><b>PCM 239</b> (Order Following Hearing on Petition for Continued Hospitalization of Minor) entered, <i>indicating that the petition is dismissed for reasons other than a lack of legally required findings</i> (check box 10 checked without supportive findings) <i>{Disposition of PCM 237}</i></p> <p><b>or</b></p> <p><b>PC 609</b> (Order), or some other order, entered dismissing the case, either based on the petitioner’s desire to withdraw the petition, or based on the court’s finding of lack of progress</p>
Deferred	<p><b>PCM 235</b> (Request to Defer Hearing on Commitment) filed <i>(even if PCM 236 (Demand for Hearing) subsequently filed and a hearing is held)</i></p> <p><i>{Only Disposition of PCM 201}</i></p>
Case Type Change	<b>Correction</b> of data entry error

# NEW CASELOAD REPORTING REQUIREMENTS FOR PROBATE COURTS

## *INVOLUNTARY COMMITMENTS*

POST-INITIAL-ORDER MI DISPOSITIONS	
PETITION TYPE	CONDITIONS
Petition for Second Order	<b>Granted: PCM 219</b> (Second or Continuing Order for Treatment) entered, <i>indicating that the subject is to undergo court-ordered treatment a second time</i> (check box 12, 14, or 15 checked)
	<b>Denied: PCM 219</b> (Second or Continuing Order for Treatment) entered, <i>indicating that the subject is discharged</i> (check box 17 checked)
Petition for Continuing Order	<b>Granted: PCM 219</b> (Second or Continuing Order for Treatment) entered, <i>indicating that the subject is to undergo continuing court-ordered treatment</i> (check box 13, 14, or 15 checked)
	<b>Denied: PCM 219</b> (Second or Continuing Order for Treatment) entered, <i>indicating that the subject is discharged</i> (check box 17 checked)